Compliance Training for Non Round Rock Employees

1. Go to [www.roundrockisd.org](http://www.roundrockisd.org)

2. Click on Employees

3. Click on the word Departments (don’t use the pop up choices)

4. Scroll down to Professional Development & Leadership

5. Find 7 click on eCampus/Compliance Professional Development as a subtopic

6. Scroll down to the bottom to: Directions for Individuals without eCampus access and look for [**Compliance Training: AUP (Non-eCampus only)**](http://www.roundrockisd.org/index.aspx?page=2376)

If you are a student teacher or an intern, you will need to take all 4 listed.

If you are a volunteer/substitute in the Library/classroom, you will need to take AUP (Acceptable Use Policies) only.

After completing the course(s), print out the AUP form and the Statement of Compliance Forms. Turn them into the Instructional Technology Specialist of each school you substitute in by placing them in the ITS school mailbox. Keep a copy for yourself.

Thank you for helping and working with the students. You are definitely appreciated.